

MOVE-IN / OUT INSTRUCTIONS

In-Water Boats:

- ◆ All exhibitors must return the Boat Information form by August 12, 2011.
- ◆ You will receive a move-in schedule under a separate cover for your exact move-in date(s) and time(s) based on the information you supply us on the Boat Exhibitor Information Form located in the Order Forms section of this kit.
- ◆ Please bring sufficient mooring lines and bumpers to secure your boat(s). The show staff reserves the right to adjust your location in the show should it become necessary.
- ◆ All exhibitors must abide by the rules governing the waterways, especially those with regard to “no wake zone” requirements around the in-water display floating docks.
- ◆ A public boat launch is available at Davis Island off of Bayshore Blvd. near the Tampa Convention Center. Show staff will be monitoring radio channel #16 to direct your boat move-in/out of the show. Directions from the Tampa Convention Center:
 - Exit the building from the circular drive or the loading dock ramp onto Franklin Street going North (turn left).
 - When you see Brorein St., (one way going left)- take a left.
 - Stay in the left lane and merge left onto Bayshore Drive as the road crosses over the Hillsborough River.
 - Follow Bayshore to the Davis Island/Hospital Exit.
 - Take the Davis Island/Hospital Exit and follow signs for Davis Blvd.
 - Follow Davis Blvd. South to the end of Davis Island to the Bayshore Blvd. Boat Ramp.

Main Hall Boats:

- ◆ All exhibitors must return the Boat Information and the Scaled Layout forms by August 12, 2011.
- ◆ You will receive a move-in schedule under a separate cover for your exact move-in date(s) and time(s) based on the information you supply us on the Main Hall Boat Information Form located in the Order Forms section of this kit.
- ◆ Boats 26' and under must be placed on dollies or trailers.
- ◆ NO CEMENT BLOCKS may be used to support boats.
- ◆ BOAT HANDLING IS AT “NO CHARGE” PROVIDED THAT: Exhibitor has returned the BOAT HANDLING INFORMATION form and the SCALED LAYOUT DRAWING of their exhibit by August 12, 2011.
- ◆ Boats between 21' and 26' are placed on dollies or trailers. (THERE WILL BE NO CRANE HANDLING).
- ◆ Carpet, signs and electric are installed prior to the scheduled boat handling.
- ◆ Your boats, dollies, carpet, etc. arrive at the designated move-in time, and you have adequate staff to proceed with the set-up of the display.
- ◆ Once boats are removed from trailers, drivers and trailers must exit immediately.
- ◆ Late/Overtime charges will apply if you miss your targeted move-in (out) time(s): \$350.00 per hour (\$525.00 each overtime hour 4:00pm and after).
- ◆ All oversize loads require permits. Please make sure you have contacted the appropriate local and state governmental agencies to secure all necessary permits for oversize, weekend and other roadway restrictions that may apply to your display shipment.

CHECK-IN

Every vehicle that needs to unload within the show grounds or enter the convention center must be assigned a "Vehicle Access Pass". This access pass will be assigned at check in at the top of the Franklin St. loading dock See instructions on pg. 13.

This will facilitate your move-in to the facility and allows us to identify your vehicles for security and safety purposes. Any vehicle without a vehicle access pass, or those cars parked in convention center employee or handicap locations will be ticketed and/or towed by convention center security personnel, at the vehicle owner's expense.

CRADLES & DOLLIES

Cradles, stands and dollies must be installed and available in your exhibit space prior to your scheduled move-in time. Make sure you inform the floor manager that your vehicle loads are carrying cradles, stands or dollies, or other items that must be installed prior to your actual move-in time.

FORKLIFT SERVICE

If you require forklift service, please be sure to review your needs with the Operations Manager prior to your on site arrival, or contact Suncoast Convention Services, Inc. for your supplemental booth order requirements. For on-site assistance, please contact an NMMA floor manager wearing the familiar red polo shirt during set up or tear down.

OVERSIZE LOAD PERMITS & RESTRICTIONS

Oversize loads require all necessary permits from the State of Florida 904-488-4961 (Tallahassee) and Hillsborough County 813-975-6039 for Tampa (district #70). An oversize load is any of the following: over eight feet wide; fourteen feet high; or longer than twenty five feet overall. There are also weekend restrictions that must also be reviewed for your needs with the offices noted above.

STAGING YARD

The Tampa Boat Show Staging Yard is to be used for exhibitors needing to stage boats prior to their scheduled move in time and for storage of empty trailers through the duration of the show.

The yard is located on Fortune St. just northeast of the Tampa Bay Performing Arts Center and will be available Tuesday September 6th, through Tuesday, September 13th.

At your target time, you may proceed directly to the Tampa Convention Center and are not required to check in at this yard. Please limit your use of this staging yard for essential staging and trailer storage only. All of your trailers must be marked with exhibiting company information.

Directions from I-275:

Exit Ashley Drive/Downtown.

Make immediate right turn onto Fortune Street.

Staging will be on your right hand side, please proceed to the back half of the lot behind the cone line.

Directions from the Tampa Convention Center:

Exit loading dock and turn left to head north on Franklin Street to Brorein Street.

Turn left on Brorein and proceed to Ashley Drive.

Turn right on Ashely Drive to head north to Tyler Street.

Turn left on Tyler Street.

Turn right on W.C. MacInnes.

Turn right on Fortune Street.

The staging yard entrance will be on your left hand side (number 4 on map).